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PART—I

Notifications, Orders and Declarations by Haryana Government

DEPARTMENT OF INDUSTRIAL TRAINING AND VOCATIONAL EDUCATION

The 26th April, 2006

No. T-2/TMC/Karnal/2005-06.—The Governor of Haryana is pleased to constitute Institute Managing

Committee (I.M.C.) for Industrial Training Institute, Karnal consisting of the following members :—

- | | |
|--|-------------|
| 1. Deputy Commissioner, District Karnal | Chairman |
| 2. Shri Adesh Gupta, Chief Executive Officer, Liberty Group, Karnal | Co-Chairman |
| 3. Director, Industrial Training and Vocational Education, Haryana or his representative | Member |
| 4. G. M. District Industries, Karnal | Member |
| 5. Representative from Industry:— | |
| (i) Shri S. Ravi Chandran, Liberty Shoes Ltd., Karnal | Member |
| (ii) Shri R. L. Chakrawarty, Liberty Enterprises Division, Gharaunda | Member |
| (iii) Shri B. L. Sharma, Liberty Group Marketing Division, Karnal | Member |
| (iv) Shri Virender Singh, Managing Director, Karana paints Pvt. Ltd., Karnal | Member |
| (v) Shri Ravi Beri, Managing Director, Beri Industry Pvt. Ltd., Karnal | Member |
| (vi) Shri Raj Bajaj, Managing Director, Bajaj Implements Pvt. Ltd., Karnal | Member |
| (vii) Shri Sunil Bajaj, Managing Director, Chetak Cookwares Pvt. Ltd., Karnal | Member |
| (viii) Shri Anil Malhotra, Managing Partner, Hindustan Engg. Enterprises, Karnal | Member |
| (ix) Shri Radhey Shyam Batra, Proprietor, National Furniture House, Karnal | Member |
| (x) General Manager Karnal Co-operative Sugar Mills Ltd. | Member |
| 6. Representative of CII (Northern Region) | Member |
| 7. Representative of D. G. E. & T. (Government of India) | Member |
| 8. Principal, Industrial Training Institute, Karnal | Member |
| 9. District Employment Officer, Karnal | Member |
| 10. One Senior Faculty Member of ITI, Karnal | Member |
| 11. One Student Representative (to be nominated by the Principal ITI, Karnal)
student of highest merit. | Member |

Headquarter

The Head Quarter of the Committee will be at ITI, Karnal

RULE AND RESPONSIBILITIES OF THE INSTITUTE MANAGING COMMITTEE (I.M.C.)

1. Generation and Utilisation of Finance :

- (a) The IMC would be free to generate funds through various projects from industry.

(b) The IMC would encourage donors to donate funds to the Institutes.

(c) These funds would be available to the Institute Managing Committee for utilization as decided by them.

2. Donation of Machinery and Equipments :

The IMC would encourage donation of machinery and equipments to the Institutes.

3. Selection of Contract Faculty :

The IMC will have powers for appointment of contract faculty as and when required.

4. Student Selection :

(a) Vocational guidance about the nature of course, job opportunities and career prospectus would be provided to students prior to applying for admission in ITI so that they choose right courses.

(b) Introductory seminars for the fresh students (including visits to industries) may be conducted by Industry to create interest and motivate them.

(c) The Institute Managing Committee may adopt various transparent methods of selection according to the individual needs of each Institute. However, the guidelines prescribed by the NCVT should not be violated.

5. Employment :

(a) The Institute Managing Committee will be responsible for helping students in registration, before passing out. All I.T.I. students will be registered with (i) Local Employment Exchange (ii) Overseas Employment Cell (iii) Regional Headquarter of CII (iv) Campus Interviews will also be arranged.

(b) Tracing the ITI graduates for next three years after their passing out.

6. Faculty and Staff Development :

(a) Institute Managing Committee will identify the training needs of all faculty and staff members based on Faculty Development Forms.

(b) Detailed annual and quarterly training calendars, budgets and release of personnel for training programmes will be planned by Institute Managing Committee including exchange of personnel between Industry and Institute.

7. Mentors and One-Day Lecturers (Guest Lecturers) :

IMC will nominate Mentors and One-Day Lecturers (Guest Lecturers) from industry for various trades. One-day Lecturers are specifically meant to deliver lecture or impart practical training in the ITI. A Mentor is nominated for a student/group of students belonging to one trade, Mentor may just discuss/guide/counsel students in the ITI or outside as per mutual convenience. He can, however, also deliver lecture or impart practical training. Mentors are more like role model for students and therefore, should be a good experienced skilled worker. Mentors will play an important role in Vocational guidance and career counselling as well as apprising students about latest technologies and trends in the World of Work. Mentorship system should have great flexibility in contact between students and mentor. The contact could even be over telephone.

8. Seminars, Workshops and Exhibitions :

IMC will organize Seminar, Workshops and Exhibitions for mutual benefits of trainees, faculty and industry.

9. Trade Advisory Committees (TAC) :

IMC may constitute Trade Advisory Committee (TAC) for a group of trades or any other committee to assist in various functions. TAC should help IMC in issues related to improvement in effectiveness and relevance of training for a particular trade group. TAC should have trade experts from Industry, concerned instructors, students representatives etc. The exact composition may be decided by the IMC.

10. Industrial Training :

- (a) IMC will prepare guidelines for the Industrial Training with details of periods of training including projects for students and faculty. Students of one trade may be released together for Industrial Training in order to avoid disruption of training in I. T. I.
- (b) IMC will also decide about the stipend to be paid to each student and faculty by the industry providing training.

11. Curriculum Revamping :

- (a) IMC will be allowed to revamp the curriculum of any trade above the NCVTs norms on the basis of industry needs.
- (b) Institute Managing Committee will be allowed to include new trades and discontinue the obsolete trades by following simplified procedure to be decided by D. G. E. T.

12. Equipment Maintenance :

The maintenance and replacement of the equipment at the Institute will be supervised by IMC.

13. Teaching Aids :

Teaching aids like working models, slides, video projections, instructions material in vernacular languages, work books and detailed job assignments of the Institute will be upgraded under the supervision of Institute Managing Committee.

14. MIS System :

Under guidance of the Steering Committee, the Managing Committee will introduce an MIS System for each ITI. Industry associations will provide the necessary inputs for creating such MIS System.

15. Capital Expenditure :

- (a) IMC will be involved in spelling out specifications for the procurement of equipment including accessories and measuring equipment. The proposals for procurement of equipment will be cleared by IMC before orders are placed.
- (b) The proposals of Civil Works (including additions/alterations in the existing building) will be cleared by IMC.

16. Examination Supervision :

- (a) Theoretical examinations will be jointly supervised by industry.
- (b) Practical examination and evaluation will be supervised jointly by industry and external examiner.

17. Faculty Evaluation :

- (a) Faculty evaluation will be done by the Steering Committee and their recommendations will carry weight and recognition.
- (b) Faculty Development Form will be designed by Institute Managing Committee which will include criteria for gradation and development of faculty.

18. Transfer of Faculty :

- (a) Institute Managing Committee will be taken into confidence while transferring the faculty from one Institute to another.

19. Faculty Deputation :

Deputation of the faculty from one Institute to another will be made at the recommendations of Institute Managing Committee.

20. Consultancy Rules :

The rules for providing consultancy by the I. T. I. will be laid down in consultation with the Managing Committee.

21. Meetings :

Meetings of Committee will be held at the place convenient to the Chairman.

Chandigarh :
The 26th April, 2006

AJIT M. SHARAN,
Commissioner and Secretary to Government Haryana,
Industrial Training & Vocational Education Department.

DEPARTMENT OF INDUSTRIAL TRAINING AND VOCATIONAL EDUCATION

The 8th May, 2006

No. T-2/IMC/Rohtak/2006.—The Governor of Haryana is pleased to constitute Institute Managing Committee (I. M.C.) for Industrial Training Institute, Karnal consisting of the following members :—

- 1. Deputy Commissioner, Rohtak Chairman
- 2. Shri R. Dyal, Chief General Manager (Production) Maruti Udyog Ltd., Gurgaon Co-Chairman
- 3. Director, Industrial Training and Vocational Education, Haryana or his representative Member

4. Representatives from Industry:—
- | | |
|---|------------------|
| (i) Shri Lalit K. Jain, Chairman and Managing Director Laxmi Precision Screws Ltd.
46/1, Mile Stone Hisar Road, Rohtak | Member |
| (ii) Mr. Sudhir Jain, managing Director Sudhir Automotive Industries (P) Ltd.
IDC, Hisar Road, Rohtak | Member |
| (iii) Mr. Anshul Kumar Managing Director Tightwel Fasteners 154,
IDC Hisar Road, Rohtak | Member |
| (iv) Mr. Naresh Kapoor, Managing Director, B. K. Automotive, Hisar Road, Rohtak | Member |
| (v) Mr. Deepak Arneja, Managing Director Mahindra Fasteners 14,
Mile Stone Delhi Rohtak Road Kharaward | Member |
| 5. G. M. District Industries Centre, Rohtak | Member |
| 6. Representative of CII (Northern Region) | Member |
| 7. Representative of D. G. E. & T. (Government of India) | Member |
| 8. Principal, Industrial Training Institute, Rohtak | Member Secretary |
| 9. District Employment Officer, Rohtak | Member |
| 10. One Senior Faculty Member of ITI, Rohtak | Member |
| 11. One Student Representative (to be nominated by the Principal ITI, Rohtak)
(student of highest merit). | Member |

Headquarter

The Head Quarter of the Committee will be at ITI, Rohtak

ROLE AND RESPONSIBILITIES OF THE INSTITUTE MANAGING COMMITTEE (I.M.C.)

1. Generation and Utilisation of Finance :

- The IMC would be free to generate funds through various projects from industry.
- The IMC would encourage donors to donate funds to the Institutes.
- These funds would be available to the Institute Managing Committee for utilization as decided by them.

2. Donation of Machinery and Equipments :

The IMC would encourage donation of machinery and equipments to the Institutes.

3. Selection of Contract Faculty :

The IMC will have powers for appointment of contract faculty as and when required.

4. Student Selection :

- Vocational guidance about the nature of course, job opportunities and career prospectus would be provided to students prior to applying for admission in ITI so that they choose right courses.
- Introductory seminars for the fresh students (including visits to industries) may be conducted by Industries to create interest and motivate them.
- The Institute Managing Committee adopt various transparent methods of selection according the individual needs of each Institute. However, the guidelines prescribed by the NCVT should not be violated.

5. Employment :

- (a) The Institute Managing Committee will be responsible for helping students in registration, before passing out. All I.T.I. students will be registered with (i) Local Employment Exchange (ii) Overseas Employment Cell (iii) Regional Headquarter of CII (iv) Campus Interviews will also be arranged for them.
- (b) Tracing the ITI graduates for next three years after their passing out.

6. Faculty and Staff Development :

- (a) Institute Managing Committee will identify the training needs of faculty and staff members based on Faculty Development Forms.
- (b) Detailed annual and quarterly training calendars, budgets and release of personnel for training programmes will be planned by Institute Managing Committee including exchange of personnel between Industry and Institute.

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- (b) IMC will also decide about the stipend to be paid to each student and faculty by the industry providing training.

11. Curriculum Revamping :

- (a) IMC will be allowed to revamp the curriculum of any trade above the NCVTs norms on the basis of industry needs.
- (b) Institute Managing Committee will be allowed to include new trades and discontinue the obsolete trades by following simplified procedure to be decided by D. G. E. T.

12. Equipment Maintenance :

The maintenance and replacement of the equipment at the Institute will be supervised by IMC.

13. Teaching Aids :

Teaching aids like working models, slides, video projections, instructions material in vernacular languages, work books and detailed job assignments of the Institute will be upgraded under the supervision of Institute Managing Committee.

14. MIS System :

Under guidance of the Steering Committee, the Managing Committee will introduce an MIS System for each ITI. Industry associations will provide the necessary inputs for creating such MIS System.

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19. Faculty Deputation :

Deputation of the faculty from one Institute to another will be made at the recommendations of Institute Managing Committee.

20. Consultancy Rules :

The rules for providing consultancy by the I. T. I. will be laid down in consultation with the Managing Committee.

21. Tenure :

The Duration of IMC will be three years.

22. Meetings :

Meetings of Committee will be held at the place convenient to the Chairman.

AJIT M. SHARAN,

Chandigarh :

The 8th May, 2006

Commissioner and Secretary to Government Haryana,
Industrial Training & Vocational Education Department.

DEPARTMENT OF INDUSTRIAL TRAINING AND VOCATIONAL EDUCATION

The 8th May, 2006

No. T-2/IMC/Nagina/2006.—The Governor of Haryana is pleased to constitute Institute Managing Committee (I. M. C.) for Industrial Training Institute, Nagina consisting of the following members :—

1. Deputy Commissioner, Mewat	Chairman
2. Shri Dinesh Sharma, A. G. M. Sona Koyo Steering System Ltd., Gurgaon	Co-Chairman
3. Director, Industrial Training and Vocational Education, Haryana or his representative	Member
4. Representatives from Industry:—	
(i) Shri Sandeep Jain, Director, Solo, Gurgaon	Member
(ii) Mr. Arvind Kumar Jain, Director, Kiran Udyog IMT, Manesar	Member
(iii) Shri P. J. Salootra, Director, Roop Auto, Rozkameo, Sohna	Member
(iv) Shri R. B. Singh, Vice President, Sona Somic Lemforder, Gurgaon	Member
(v) Shri V. V. Verma, A. V. P. Sona Koyo Steering System Ltd., Gurgaon	Member
(vi) Managing Director M/s Arjun Auto Ltd., Gurgaon	Member
5. G. M. District Industries Centre, Mewat (Ferozepur Zhirka)	Member
6. Representative of CII (Northern Region)	Member
7. Representative of D. G. E. & T. (Government of India) Rafi Marg., Sharam Shakti Bhawan, New Delhi	Member
8. Incharge, Industrial Training Institute, Nagina	Member Secretary
9. District Employment Officer, Mewat (F. Zhirka)	Member
10. One Senior Faculty Member of ITI, Nagina	Member
11. One Student Representative (to be nominated by the Principal, ITI, Nagina) student of highest merit.	Member

Headquarter

The Head Quarter of the Committee will be at ITI, Nagina

RULE AND RESPONSIBILITIES OF THE INSTITUTE MANAGING COMMITTEE (I.M.C.)

Generation and Utilisation of Finance :

- The Institute Managing Committee would be free to generate funds through various projects from industry.
- These funds would be available to the Institute Managing Committee for utilization as decided by them.

4. Student Selection :

- Vocational guidance about the nature of course, job opportunities and career prospectus would be provided to students prior to applying for admission in ITI so that they choose right courses.
- Introductory seminars for the fresh students (including visits to industries) may be conducted by Industries to create interest and motivate them.
- The Institute Managing Committee adopt various transparent methods of selection according the individual needs of each Institute. However, the guidelines prescribed by the NCVT should not be violated.

Examination Supervision :

- The theoretical examinations will be jointly supervised by Industry and Department.
- Practical examination and evaluation will be supervised jointly by industry and external examiner.

Faculty Evaluation :

- Faculty evaluation will be done by the Steering Committee and their recommendations will carry weight and recognition.
- Faculty Development Form will be designed by Institute Managing Committee which will include criteria for gradation and development of faculty.

Teaching Aids :

- Teaching aids like working models, slides, video projections, instructions material in vernacular languages, work books and detailed job assignments of the Institute will be upgraded under the supervision of Institute Managing Committee.

MIS System :

Under guidance of the Steering Committee, the Managing Committee will introduce an MIS System.

Employment :

- The Institute Managing Committee will be responsible for helping students in registration, before passing out. All I.T.I. students will be registered with (i) Local Employment Exchange (ii) Overseas Employment Cell (iii) Regional Headquarter of CII (iv) Campus Interviews will also be arranged for them. Trainees will be helped by the industry to go in for Self-employment through acquisition of skills relating to interaction with Financial Institutes and basic trade and common facilities.

Faculty and Self Development :

- Institute Managing Committee will identify the training needs of faculty and staff member based on Faculty Development Forms.
- Detailed annual and quarterly training calendars, budgets and release of personnel for training programmes will be planned by Institute Managing Committee including exchange of personnel between Industry and Institute.

Industrial Training :

- Institute Managing Committee will prepare guidelines for the Industrial Training with details of periods of training including projects for students and faculty.
- Students of one trade may be released together for Industrial Training in order to avoid disruption of training in I. T. I.

Transfer of Faculty :

- Institute Managing Committee will be taken into confidence while transferring the faculty from one Institute to another.

Maintenance :

- The maintenance and replacement of the equipment at the institute will be supervised by Institute Managing Committee.

Capital Expenditure :

- Institute Managing Committee will be constituted for spelling out specifications for the procurement of equipment including accessories and measuring equipment.

Curriculum Revamping :

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Faculty Deputation :

- Deputation of the faculty from one institute to another will be made at the recommendations of Institute Managing Committee.

Consultancy Rules :

- The rules for providing consultancy by the I. T. I. will be laid down in consultation with the Managing Committee.

Tenure :

- The deuration of the IMC will be of three years.

Meetings :

- Meetings of Committee will be held at the place convenient to the Chairman.

AJIT M. SHARAN,

Chandigarh :

The 8th May, 2006

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DEPARTMENT OF INDUSTRIAL TRAINING AND VOCATIONAL EDUCATION

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- | | |
|--|-------------|
| 1. Deputy Commissioner, Gurgaon | Chairman |
| 2. Shri M. M. Singh, Chief General Manager (Production), Maruti Udyog Limited,
Palam-Gurgaon Road, Gurgaon-122015 | Co-Chairman |
| 3. Director, Industrial Training and Vocational Education, Haryana or his representative | Member |
| 4. G. M. District Industries, Gurgaon | Member |
| 5. Representatives from Industry:— | |
| (i) Shri N. P. Singh, G. M., Personnel and Admn. Auto Max, Sohna Road, Gurgaon | Member |
| (ii) Managing Director or his nominee, Hero Honda Motors Ltd., Khandsa Road,
Gurgaon | Member |
| (iii) Managing Director or his nominee, Sona Steering System Gurgaon | Member |
| (iv) Managing Director or his nominee, Maruti Udyog Ltd., Gurgaon | |
| (v) Managing Director or his nominee, Pearl Global Ltd. | Member |
| (vi) Managing Director or his nominee, Munjal Showa Ltd. | Member |

6. Representative of CII (Northern Region)	Member
7. Representative of D. G. E. & T. (Government of India)	Member
8. Principal, Industrial Training Institute, Gurgaon	Member Secretary
9. District Employment Officer, Gurgaon	Member
10. One Senior Faculty Member of ITI, Gurgaon	Member
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Chandigarh :
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AJIT M. SHARAN,
Commissioner and Secretary to Government Haryana,
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